

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The general meeting of the Bigfork County Water and Sewer District was held on September 13, 2017 at the District office. President, Tom Cahill, presided.

ATTENDEES:

Directors: Gene Helberg, Tom Cahill, Bob Keenan, Duke Phelps
District Employees: Julie Spencer, Mimi Wildeman, Sergio Lopez, Bob Hand, Dane Sullivan
Engineering: Jeff Cicon P.E., Morrison Maierle
Other Attendees: None

READ AND APPROVE MINUTES:

President Cahill opened the meeting at 7:00 p.m. The minutes of the August General Board Meeting were reviewed for approval. Cahill called for discussion. Hearing none, a vote was called. Keenan made a motion to approve, Helberg seconded and it was unanimously

RESOLVED, That the Minutes for the August 2017 Board Meeting be approved as submitted.

AGENDA - ADDITIONS OR CHANGES

No changes were made to the agenda

CONSENT AGENDA

President Cahill called for discussion or questions about the consent agenda. President Cahill asked to pull out the Operations Report for discussion all three of the operators were present. There was discussion in regards to the Radio Replacement and Upgrade; the cost will be \$37,000.00 for Option 4 of the Sensus Brand. Hearing no other discussion Cahill called for a motion to approve, Keenan made a motion to approve the purchase of the Sensus Option #4 Helberg seconded and it was unanimously

RESOLVED, That the Radio Replacement and Upgrade; the cost will be \$37,000.00 for Option 4 of the Sensus Brand be approved.

President Cahill asked if there was any more discussion or questions in regards to the Operators Report, Hand stated that they will be repairing a leak on Beach Road this fall as soon as the water goes down.

Hearing no other discussion Cahill called for a motion to approve the Consent Agenda, Keenan made a motion to approve, Phelps seconded and it was unanimously

RESOLVED, That the items on the Consent Agenda be approved

PUBLIC COMMENT

President Cahill called for Public Comment None

OLD BUSINESS

Engineering update, Jeff Cicon

- *Water Tank & Transmission Line and Access Easement* –On August 31, Construction Committee met to determine how to proceed with the project, Spencer was directed to contact the property owner about an easement/land purchase and Jeff would look into a feasibility of an elevated storage tank as an alternative.
- *Ramsfield Water Rights Wells 3 & 4 (Task Order 24)* –The water right application has been submitted to the DNRC. We have been providing additional information regarding pump testing performed on Ramsfield #1 and #2 as requested by the DNRC. The board discussed that as soon as the water rights are complete that they will be purchasing a 4th pump due to the high demand that was used this 2017 summer.
- *Lakeview Care Main and Standpipe Supply Line (Task Order 28)* - The 11-month warranty inspection is scheduled for October 11, 2017.
- *Sludge Farm Irrigation System (Task Order 30)* –Gembala will install wheel stops after we receive some moisture due to the high fire risk.
- *North & South Eagle Bend Lift Stations (Task Order 25)* – Payment will be given to Mild Fencing upon completion.
- *Flathead Lake Brewery Pretreatment System* –No update.
- *Holt Drive Water Main Extension*- Discussion at the August 31st Construction Committee meeting was the completion of the Holt Drive Water Main Extension, this project was identified in the Facility Plan and PER as a priority project for the District. *Task Order 32* is attached for the Board's consideration this task order includes Preliminary and Final Design for submittal to MDEQ approval. Cahill called for discussion he stated the importance of completing this project not only for Fire Protection but also better service to the west side of the district, after much discussion was had Keenen made a motion to approve Task Order 32 and proceed with the design this fall/ winter with possible bid process for late winter/early spring, Phelps seconded and it was unanimously

RESOLVED, That Task Order 32 and proceed with the design this fall/ winter with possible bid process for late winter/early spring

Waste Water System PER Update: Discussion point at the August 31st Construction Committee meeting was updating the 2012 Wastewater System Preliminary Engineering Report in anticipation of submitting grant applications to the Montana Legislature for the Bay Sewer Project in May of 2018. Cahill called for discussion on the Bay Sewer Project after much discussion Keenan made a motion to approve Resolution 82 which gives Authorization to Submit TSEP Planning Grant Application to update the 2012 Wastewater System Preliminary Engineering Report, Phelps seconded and it was unanimously

RESOLVED, That Resolution 82 which gives Authorization to Submit TSEP Planning Grant Application to update the 2012 Wastewater System Preliminary Engineering Report

Blenn Street Services, - No update.

Fire Hall Lane- Morrison-Maierle was directed to survey and get descriptions for easements to be put in place

NEW BUSINESS –

Vista Lane Sewer- Spencer reported a backup due to tree roots infiltrating the sewer line. The sewer line was cleaned, repaired and replaced.

Marina Cay Water- Discussion was had that this will be a future project involving improvement of the main and service lines this project will be a cooperation of the District and the owner.

Customer Adjustment Request- Keenan made a motion to approve the adjustment on account 0120-00 in the amount of \$109.00, Phelps seconded and it was unanimously

RESOLVED, That the adjustment on account 0120-00 in the amount of \$109.00

COMMITTEE REPORTS

Annexation, Main Extensions & Construction *Helberg & Cahill*
Discussed during Engineering Report

District Investments *Price & Phelps*
The committee will produce a quarterly report on fund balances

Employee Insurance Compensation & Certification & Safety *Helberg & Keenan*

Job Descriptions Updated to Reflect No Operations Manager
This will be discussed and approved at the October meeting

New Employee
The new employee will start on October 1, 2017

Pretreatment Regulations *Cahill & Price*

Flathead Lake Brewery (FLB) – Correspondence from FLB was submitted to Board,
Discussion was had no action was taken

Budget & Rate Structure *Helberg & Phelps*

Budget Approval - Phelps made a motion to approve the 2018 Operating Budget, Keenan seconded and it was unanimously

RESOLVED, That the approval of the 2018 Operating Budget

Rules & Regulations Cahill & Price

Board received a draft copy of the separation of Water & Sewer Rules and Regulations to review and bring back for comment in October

Farmland..... Helberg, Cahill

Grain Storage Silo- is complete Spencer was directed to set up a meeting between Doug Manning and committee to discuss fan, auger and pricing.

COMMUNICATIONS:

None

ADJOURNMENT

Cahill called for a motion to adjourn. Keenan moved, Phelps seconded and it was unanimously

RESOLVED that the public meeting be adjourned at 8:30 p.m.

Secretary, Mimi Wildeman

Meeting presided by:

President Tom Cahill